



**Village of Belledune
Regular Council Meeting
January 21, 2019**

Time: 7:00 PM
Place: Council Chambers
Mayor, Joe Noel
Present: Councillor, Paul Arseneault
Councillor, Lilliane Carmichael
Councillor, Nick Duivenvoorden
Deputy Mayor, Sandenn Killoran
Absent: Councillor, Tracy Culligan
Late:
Staff Present: CAO, Landon Lee
Clerk - Treasurer, Brenda Cormier
Staff Absent:
Staff Late:

Call to Order & Welcome

Mayor, Noel called the meeting to Order and welcomed public.

- Moment of Reflection

There was a moment of silence in memory of Theresa Landry and Robert Killoran of Belledune, Gerald Guitard formerly of Armstrong Brook, Camille Lapointe and Margaret Chamberlain of Lorne, Leander Lapointe of Benjamin and Raymond Murchie of Doyleville

- Oath of Office

Council reaffirmed their Oath of Office.

Adopt Agenda

M 2019/01/21-1

Nick Duivenvoorden moved that the Agenda be Adopted as Amended with changes; addition under Statements By Member of Council - Deputy Mayor, Killoran - add Mark Arseneault Gentlemen's Hockey Tournament, seconded by Sandenn Killoran. MOTION CARRIED.

Statements of Conflict of Interest

Councillor, Arseneault declared a Conflict of Interest under Mark Arseneault Gentlemen's Hockey Tournament and will file a Declaration with the Clerk

Adoption of Minutes

M 2019/01/21-2

Paul Arseneault moved that the Minutes of the Regular Meeting of December 17, 2018 and the Special Meeting of December 20, 2018 be adopted as presented, seconded by Lilliane Carmichael. MOTION CARRIED.

Business Arising from Minutes

Nil

Presentations / Petitions / Delegations

- Ronald Bourque- Restigouche Crime Stoppers Presentation

Presentation to Council included the following items

- A) Introduction
- B) Levels of Crime Stoppers
- C) Crime Stoppers pays for information
- D) The origin of Crime Stoppers
- E) The duties of each member
- F) The rights of each member
- G) Submitting TIPS
- H) Restigouche Crime Stoppers update
- I) Questions

Statements by Member of Council

Mayor, Noel

- Proclamation

Mayor, Noel Proclaimed January 2019 as Crime Stopper Month.

Deputy Mayor, Killoran

- Council Strategic Planning Follow Up Session - Pivotal Input

M 2019/01/21-3

Sandenn Killoran moved that Council retain the services of Pivotal Input for a Council Strategic Planning Follow Up Session on February 23, 2019 at the cost of \$2,000 per day plus expenses (mileage, lodging & meals), seconded by Lilliane Carmichael. MOTION CARRIED.

- Firefighter's Appreciation Dinner- February 9, 2019

M 2019/01/21-4

Sandenn Killoran moved that an overdue Appreciation Dinner be held for the Belledune Volunteer Firefighters. on February 9, 2019 with an approved budget up to \$1,500, seconded by Lilliane Carmichael. MOTION CARRIED.

- Mark Arseneault Gentlemen's Hockey Tournament

Councillor, Arseneault vacated meeting at 7:18 P.M. - Conflict of interest.

M 2019/01/21-16

Sandenn Killoran that Council approves the following donation be made: Mark Arseneault Gentlemen's Hockey Tournament – ice time at \$55 per game (23-26 games) and no ice time charge for Sunday's Queen's Cup ladies' game plus reimbursement up to \$395 for Tournament Program and up to \$100 for the additional colour photo page upon proof of purchase and receipt, seconded by Lilliane Carmichael MOTION CARRIED.

Councillor, Arseneault returned to meeting at 7:19 P.M.

- New Facility Renovation - Next Phase

Council discussed extensively the building renovation project - Phase 1 & Phase 2, and their dissatisfaction with Catalyst Engineering Consultants for the scope of work, their expectations versus what was done, the time lines way beyond the target date, deficiencies not being addressed, etc. Their understanding of the Phase 1 included items that now seem to be a Phase 2 Project. They discussed what documentation belong to the Village that Catalyst Engineering Consultants have been paid for, the legalities of termination of services and what document they can use to proceed to tender on their own with CAO, Lee acting as general manager and overseeing the Phase 2 renovations.

When asked, CAO, Lee advised he did not have an issue with oversee the Fitness Room renovations, but felt the Café is little out of his league.

A meeting has been scheduled with Catalyst Engineering Consultants (Andrew Amos) to come and review in detail the project to date, including scope, costs what is remaining to be done and the problems yet to resolve.

Council discussed their options for locals to be able to bid on the work of Fitness Room and Café, how they can include in the tender ways for local contractors to have advantage as well as the tender process in general - what they can and cannot do. Drafting the tender with an evaluation based on scoring system versus price only, and including the maximum scoring percentage allowed for local.

M 2019/01/21-5

Sandenn Killoran moved that pursuant to our duty to be stewards of the community purse and ensure that work on our facility is being completed in a timely manner, for the benefit of the community, it's local businesses and citizen, the Council of Belledune hereby issue a directive to CAO, Landon Lee to terminate any ongoing work with Catalyst Consulting, request all project documentation for review and immediately reissue an RFP for the completion of the Belledune Power Club Facility as well as the Outfitting and construction of the Cafe to be awarded and managed through the Village and CAO Lee, seconded by Paul Arseneault. MOTION CARRIED.

Councillor, Arseneault

- Old Belledune School Project...General Discussion
Previous discussion covered this subject matter.
- Procurement Policy vis a vis local contractors

Council needs to find a way to get around the Procurement law to allow for local contractors to get work. It is done in other places and if the process has to be weighted in favour of our local contractors, so be it. Wants to see tendering requirements to the maximum allowed for weighing local.

- Fire hall...update from CAO Lee

CAO, Lee advised he has a meeting with consultant tomorrow to put together tender package and as it is under the threshold of the Procurement Act, he can go by Village Procurement policy and invite three contractors for bids.

Councillor, Duivenvoorden

- February Pub Night

Next Pub Night is February 16, 2019 and it will be a Valentines Pub Night. Same performers he had for the Halloween Dance.

- Belledune Chamber of Commerce - Pending first meeting

Whether the name is Belledune Chamber of Commerce or some other name, the tentative date for meeting of group is January 29, 2019. There are 5 or 6 interested businesses and he hopes to see more members. An executive will need to be established and the group can brainstorm on how to find opportunities and expand our businesses. He will act as liaison between the group and Council.

Administration Reports

CAO, Lee

Clerk/Treasurer, Cormier

- Financial Reports

Councillor, Duivenvoorden inquired if the amount for Arena Rental revenues was all the money for the month.

Clerk/Treasurer, Cormier clarified that this was all received, however there could be Accounts Receivable that did not come it yet. As preparation commences for the year-end audit, the full year revenues for arena will be disclosed at that time.

M 2019/01/21-6

Sandenn Killoran moved that the Financial Report be accepted as presented and the Accounts Payable be paid, seconded by Lilliane Carmichael. MOTION CARRIED.

- Recreation & Cultural Centre - Bar Sale Proceeds
For Fire Department

Clerk/Treasurer, Cormier explained that now that the Recreation Centre facility has NB Liquor License for Village events with Bar Services being provided by the Fire Dept., all the revenues from Bar for these events much be channeled through the municipality. HST has to be submitted to Revenue Canada for these sales and in order to return the Net revenue (Sales less HST) back to the Fire Dept., she will need a one-time motion from Council to allow her to do this for all the municipal events.

To Deputy Mayor, Killoran's inquiry regarding HST rebate, she advised there is no rebate on the sales portion as the Fire Dept. is doing all the purchasing of their products, and there is no rebate associated with any expense so far for the municipality.

M 2019/01/21-7

Nick Duivenvoorden moved that the net proceeds (after HST) for all Belledune Recreation & Cultural Centre - Bar Services performed by the Belledune Volunteer Fire Department be issued back to the Volunteer Firefighters of Belledune, seconded by Sandenn Killoran. MOTION CARRIED.

- Working Session January 14, 2019 Clerk Report

The following items were on the Agenda of the January 14, 2019 Working Session and discussed.

Report is posted on Website with Agenda

- Colony Road, West of Mitchell Road Intersection - Ownership Claim

Council directive to CAO, Lee to send a letter to claimant requesting copies of any documents showing transaction and the date it occurred.

- Turgeon Road Development Update – Property Excavation estimate (Closed Meeting)

Council Directives to CAO, regarding next steps

- Phase 2 New Facility Construction Update

CAO, Lee given directives to communicate with Catalyst Consulting to get the information requested by Council for Phase 1 & proposed Phase 2 as well as the RFP that was submitted for the Fitness Rooms so Council can review to determine why the two (2) local bids were so much higher than estimate.

- Belledune Arena Rate Recommendations

Council directed to go with the 10% increase across the board with the exception of Birthday Party and Family rentals being increased from \$28 to \$65. This will be added to Agenda for January 21, 2019 for motion of Council to approve new rates

- Donation Policy Update - Draft from Legal – New Grant Policy

Council directive to CAO, Lee is to proceed with getting the new Grant Policy drafted in accordance Local Governance Act and with legal counsel comments and the input from the discussion of this working meeting.

- EMO, 72 Hour Preparedness Update

Ken McGee provided a document on 72-hour preparedness as well as information on warming center requirements and the need for local involvement through volunteers including Fire Dept. members to assist with advising residents as well as manning the center. There is also a difference between warming center and shelter and their needs.

- Fire Dept. Appreciation Dinner to the Agenda for January 21, 2019 meeting, date February 9.

Appreciation Dinner scheduled for February 9, 2019 and a motion will be added to Agenda for January 21, 2019 for approval and Budget amount.

- Council Strategic Follow Up Session - Pivotal Input

Schedule a date and a motion will be added to Agenda for January 21, 2019.

- St. Patrick Pub Night music - Bernard Devereaux

Request will be on Agenda for January 21, 2019 to cover the costs.

- Strategic Directives Update– Clerk/Treasurer, Cormier

Clerk/Treasurer, Cormier overview of status of directive from Strategic Session and clarification of some

- Establish a macro agenda
- Adopt monthly working sessions with pre-briefings
- Update/add policies/bylaws based on priority
- Provide monthly Council reports in advance to public
- Include risk assessments in the budget

By-laws and Policies

- By-law #FC 2019-01, a By-law to Create the Finance Committee of the Village of Belledune
Third & Final Reading and Adoption

M 2019/01/21-8

Nick Duivenvoorden moved that By-law #FC 2019-01, A By-law to Create the Finance Committee of the Village of Belledune, be read a third and final time an adopted, seconded by Sandenn Killoran. MOTION CARRIED.

- Appointment of Finance Committee Council members and Chairperson

M 2019/01/21-9

Nick Duivenvoorden moved that Deputy Mayor, Killoran & Councillor, Carmichael be appointed as Council Finance Committee members and that Deputy Mayor, Killoran be appointed as Chairperson, seconded by Paul Arseneault. MOTION CARRIED.

- Amendment to its Rural Plan, being By-law no.17-01-2008 entitled ‘‘A By-Law to adopt the rural plan of the Village of Belledune’’
 - Rezone PID 50074079 - Patrick Hickey

M 2019/01/21-10

Sandenn Killoran moved that the following Resolution regarding the commencement of process for proposed Rural Plan amendments be adopted as presented,seconded by Lilliane Carmichael. MOTION CARRIED.

Resolution

Subject: Rezoning for a Mobile Home

WHEREAS the Municipal Council intends to adopt amendments to its Rural Plan, being By-law No.17-01-2008 entitled ‘‘A By-Law to adopt the rural plan of the Village of Belledune’’ for the following purposes:

To change the zoning of the property owned by Patrick Hickey, located at 3743 Main Street and bearing PID 50074079. For the purpose of the Rural Plan, the zoning is changed from MX-2 to RU-3. The purpose of this amendment is to allow the development of a mobile home site.

BE IT RESOLVED THAT

- a) An amending by-law is drafted;
- b) A public notice is posted on the website of the Village as prescribed by the Community Planning Act;
- c) Consideration of objections to the proposed by-law takes place on February 19, 2019 at 7:00 PM in the Council Chamber;
- d) Written objections are considered up to and including March 5, 2019; and
- e) the Municipal Clerk requests in writing the views of the Chaleur Regional Service Commission.

- Grant Policy Update
 - New Grant Policy (replacing the Donation Request & Contribution Policy) will be presented at the February 19, 2019 meeting for Council adoption

Motions and Resolutions

- Belledune Arena Ice Rental Rate Increase - As of February 1, 2019

Groups Price (Includes HST)

Adults	\$124.00Per Hour
Adult Tournaments	\$124.00Per Hour
Minor Hockey	\$ 74.00 Per Hour
Youth Groups/ High School	\$ 74.00 Per Hour
Figure Skating	\$ 31.00 Per Hour
School Rate	\$ 31.00 Per Hour
Birthday Parties (includes Hospitality Room)	\$ 65.00 Per Hour
Family Skate	\$ 65.00 Per Hour

M 2019/01/21-11

Sandenn Killoran moved that Council accepts the recommendation of CAO, Lee to increase Arena Ice Rental Rates by approximately 10% with the exception of rentals for Birthday Parties which will increase by approximately 45% - which will come into effect February 1, 2019, seconded by Lilliane Carmichael. MOTION CARRIED.

- St. Patrick Pub Night March 16, 2019 - Music

M 2019/01/21-12

Nick Duivenvoorden moved that Belledune Council approve hiring Bernard Devereaux for the St. Patrick's Pub Night on March 16, 2019 for the cost of \$850 (Music plus lodging), seconded by Sandenn Killoran. MOTION CARRIED.

- Tent Rental - Belledune Days Beer Gardens

To his question, Deputy Mayor, Killoran was advised the tent will be set up on Friday, August 2 and taken down on the Monday. So, it should be able to be used all day Saturday and Sunday.

M 2019/01/21-13

Sandenn Killoran moved that the Council of Belledune approves the Tent Rental Contract with M & R Tent Rentals for 2019 Belledune Days Beer Gardens on August 3, 2019 for the total amount of \$3,093.50 (HST included) and approves the payment of a non-refundable cancellation deposit of 25% (\$750.00) upon endorsement of Contract and the Mayor and Clerk be authorized to sign said Contract, seconded by Lilliane Carmichael. MOTION CARRIED.

- Belledune Days Fireworks Agreement - Fireworks FX

M 2019/01/21-14

Nick Duivenvoorden moved that the Council of Belledune approved the Memorandum of Agreement between the Village of Belledune and Fireworks FX Inc. for Belledune Days fireworks for a term of three (3) years (2019, 2020, 2021) for the cost of \$9,200 (HST included) per year and the Mayor and Clerk be authorized to sign said Agreement, seconded by Lilliane Carmichael. MOTION CARRIED.

General Correspondence

- Correspondence In

Don Aikens - Salmon Association - Request Meeting

- CAO, Lee was directed to arrange a meeting with Mr. Aikens and himself.

Atlantic Railway Maintenance Inc. - Track Inspection December 2018

Restigouche SPCA Monthly Report - December 2018

Belledune Library Monthly Report - December 2018

Restigouche Crime Stopper's Reports - January 2019

RCMP Regiment Charity Ball - April 27, 2019

- Correspondence Out

Mr. Ronald Bourque - Presentation to Council

- Grants (Donations)

Requests currently received will be pending the adoption of a new Grant Policy replacing the Donation Requests & Contribution Policy

Closed Session

Nil

Adjournment

M 2019/01/21-15

Sandenn Killoran moved that the meeting adjourn at 8:28 P.M., seconded by Lilliane Carmichael.

MOTION CARRIED.

Mayor

Clerk/Treasurer